



STAFF REPORT

Meeting Date: January 28, 2014

Agenda Item #8D

Agency: City of Belmont

Staff Contact: Jennifer Rose, Finance Department, (650) 595-7453, jrose@belmont.gov

Agenda Title: Resolution Approving the Filing of a Grant Application in the Amount of \$550,000 for the C/CAG Priority Development Area Planning Program and Approving Commitment of the Required Matching Funds Not to Exceed \$110,000

Agenda Action: Resolution

Recommendation

Adopt resolution approving the filing of a grant application in the amount of \$550,000 for the C/CAG Priority Development Area (“PDA”) Planning Program and approving a commitment of the required matching funds not to exceed \$110,000.

Background

In January 2012, the Belmont City Council adopted a resolution designating the entire Belmont Village zoning district as a PDA. PDA’s are locally-identified, infill development opportunity areas within existing communities where there is local commitment to developing more housing near existing or planned fixed transit.

PDA’s were used to evaluate potential long term regional growth for development of “Plan Bay Area”—a long-range integrated transportation and land-use/housing strategy for the entire San Francisco Bay Area. Designated PDA’s are eligible to receive One Bay Area Grant Program funds that seek to direct investments of federal funds in a manner that stimulates the production of housing in areas well-served by transportation, particularly public transit.

The City/County Association of Governments of San Mateo County (“C/CAG”) is currently offering \$1.6 million through their PDA Planning Program to finance land use planning activities in designated San Mateo County PDA’s. The key goals of the C/CAG PDA Planning Program are:

- Support intensified land uses and increase the supply of housing, including affordable housing, and jobs in areas around transit stations, downtowns, and transit corridors;
- Assist in streamlining the entitlement process and help PDA’s become more development ready;
- Address challenges to achieving infill development and higher densities.

The City is seeking authority from the City Council to file an application for a portion of these available grant funds to aid the City’s Downtown Belmont revitalization efforts. Applications for this grant are due to C/CAG by January 31, 2014 and funds will be awarded to jurisdictions in May 2014.

Analysis

In 2011, the City of Belmont was selected as one of four case study cities to participate in an Economic and Housing Opportunities (“ECHO”) Assessment offered through the Grand Boulevard Initiative.

ECHO Phase II specifically focused on the various implementation challenges facing communities wanting to encourage infill development along the El Camino Real Corridor. In May 2013, a memorandum was prepared by the case study technical consultants summarizing the findings and recommendations of the Belmont case study. One of the key recommendations to emerge from this case study was the suggestion that downtown Belmont could benefit from a higher-level planning effort (i.e. precise plan) focused on issues and activities that are typically outside the scope of the General Plan and Zoning Ordinance. Precise Plans are a regulatory tool used for coordinating future public and private improvements on specifically designated properties where special conditions such as size, shape, land ownership or existing/desired development require particular attention.

The City's draft Belmont Village General Plan, zoning, and design guidelines documents have already provided an opportunity for extensive community discussion about desired land uses and building types for downtown Belmont. A Downtown Belmont Precise Plan would complement and enhance the Belmont Village land use analysis work by:

- Developing geographically specific goals/priorities for different areas within downtown Belmont (i.e. residential areas vs. pedestrian retail corridor);
- Establishing desired building prototypes through a community process that considers specific building prototypes and educates the public about effective tools for ensuring building quality while still allowing developers to build financially feasible buildings; and,
- Developing area-wide parking, streetscape and financing implementation strategies that facilitate collaboration between the public and private sector.

The C/CAG Planning Program grant is an excellent opportunity for the City of Belmont to obtain the funding necessary to complete a precise planning effort, thereby implementing one of the most significant ECHO case study recommendations and furthering the City's priority for Economic Development 2.0 in Downtown Belmont.

Moreover, the City has benefitted from the ECHO consulting team's use of remaining project funds to provide technical assistance in preparing the C/CAG grant application at no cost to the City.

Alternatives

1. Direct staff to revise the project scope of work, budget, and or matching funds amount.
2. Take No Action, thereby not authorizing an application for the grant funds.

Attachments

- A. Resolution approving the filing of a grant application in the amount of \$550,000 for the C/CAG Priority Development Area (PDA) Planning Program and approving a commitment of the required matching funds not to exceed \$110,000

Fiscal Impact

- ☐ No Impact/Not Applicable
- ☒ Funding Source Confirmed: Targeted Economic Development Project – 101-1-501-8351

A precise plan scope of work and budget has been prepared by the City's consultant team, estimating the total cost of a Downtown Belmont Precise Plan at approximately \$550,000, including the required environmental review. The C/CAG Planning Program rules require that cities provide a minimum funds match of 11.47% of the project total, or \$63,085. However, project evaluation criteria will award more points to cities that are able to offer a larger fund match percentage. After reviewing previously successful grant applications for this program, the Belmont team is recommending that the City of Belmont authorize a project funding match of 20%, or \$110,000.

In October 2013, the City Council adopted a resolution allocating \$35,000 of the City Council priority contingency funds towards economic development. If the City Council believes that a downtown Belmont precise planning effort is an appropriate use of additional contingency funds and meets the cities objectives for revitalization of the downtown area, \$75,000 in additional contingency funds could be made available to the economic development program by staggering projects identified for this funding source. A resolution authorizing the grant application and required funding has been prepared for the Council's consideration.

Source:

- ☐ Council
- ☒ Staff
- ☐ Citizen Initiated
- ☐ Other*

Purpose:

- ☐ Statutory/Contractual Requirement
- ☒ Council Vision/Priority
- ☐ Discretionary Action
- ☐ Plan Implementation*

Public Outreach:

- ☒ Posting of Agenda
- ☐ Other*

RESOLUTION NO. 2014-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT APPROVING THE FILING OF A GRANT APPLICATION IN THE AMOUNT OF \$550,000 FOR THE C/CAG PRIORITY DEVELOPMENT AREA (PDA) PLANNING PROGRAM AND APPROVING COMMITMENT OF MATCHING FUNDS NOT TO EXCEED \$110,000

WHEREAS, the City Council has established Targeted Economic Development as a city-wide priority calendar item; and,

WHEREAS, in January 2012, the City Council adopted Resolution No. 2012-004 designating the Belmont Village Zoning districts to be a Priority Development Area ("PDA"), as defined by the Association of Bay Area Governments, thus demonstrating the City's commitment to provide housing units and associated development near regional surface transportation systems; and,

WHEREAS, the City of Belmont is currently working to complete the Belmont Village General Plan element, zoning regulations, and design guidelines that establish a community vision for downtown Belmont and provide greatly expanded opportunities for development of new housing and retail near public transit; and,

WHEREAS, the City of Belmont was selected as a case study city for the Grand Boulevard's Initiative's Economic and Housing Opportunities ("ECHO") Assessment, the findings of which suggested that a precise planning effort for downtown Belmont would complement the Belmont Village planning efforts by focusing on tasks that are typically outside of the realm of land use and zoning, such as financing and implementation strategies; and,

WHEREAS, the City/County Association of Governments of San Mateo County ("C/CAG") has issued a call for projects for the C/CAG Priority Development Area Planning Program which offers approximately \$1,600,000 on a competitive basis for PDA planning and implementation projects that meet the program goals 1) to increase the supply of housing, including affordable housing, and jobs in areas around transit stations, 2) to assist in streamlining the entitlement process and help priority development areas become more development ready, and 3) to address challenges to achieving infill development and higher densities; and,

WHEREAS, the City has received free technical assistance for preparation of a project scope of work and estimated budget; and,

WHEREAS, the City wishes to submit an application to C/CAG for preparation of a Downtown Belmont Precise Plan with a total project budget of \$550,000; and,

WHEREAS, the City of Belmont is prepared to offer matching funds up to 20% of the total project cost, or \$110,000; and,

WHEREAS, the Belmont City Council has previously directed \$35,000 in funding to the City's economic development priority calendar item, and that the City Council believes directing

an additional \$75,000 in contingency funding is warranted to support downtown Belmont revitalization efforts.

NOW, THEREFORE, the City Council of the City of Belmont resolves as follows:

SECTION 1. Directs staff to submit an application to the City/County Association of Governments of San Mateo County's Priority Development Area (PDA) Planning Program for preparation of a Downtown Belmont Precise Plan with a total project budget of \$550,000 and pledging a City commitment of up to 20% matching funds, not to exceed \$110,000.

SECTION 2. Authorizes the City Manager to execute a funding agreement with City/County Association of Governments of San Mateo County to encumber any Priority Development Planning Program funds awarded.

* * *

ADOPTED January 28, 2014, by the City of Belmont City Council by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

City Clerk

Mayor

APPROVED AS TO FORM:

City Attorney